

SEWER & TOWN BOARD MEETING MINUTES OF FEBRUARY 11, 2015

PRESENT: Supervisor Edward Fairbrother
Council Bob Adams
Andy Gillette
Mike Saglibene
Attorney Thomas Reilly
Clerk Linda Cross

ABSENT: Council Lee Giammichele

Supervisor Fairbrother opened the Sewer Board meeting at 4:00 p.m., and requested those present to participate in the Pledge of Allegiance

Jim Pfiffer from Friends of the Chemung River, thanked the Town and the Town Board for helping with the Eagle Scout project, Osprey Pole at the Botchers Garden Boat Launch. This was a great project for the Eagle Scout. Big Flats has always worked with us, it builds a better community, and is great how we all work together. That's the definition of what a community is and how it's suppose to work. I look forward to working with the Town of Big Flats in the future, and again Mr. Pfiffer stated, thank you I really appreciate it. Supervisor Fairbrother responded, your work with the river is very much appreciated. Supervisor Fairbrother then mentioned the Eagle Scout Jason Drapikowski, visited him and gave a thank you letter along with picture of himself and the Department of Public Works Chris Austin, Dan McInerney, Jay Goodwin, and Randy Moore that helped him with the install of the Osprey's pole.

UNFINISHED BUSINESS

Sewer Board

RESOLUTION NO. 72-15
ACCEPTANCE OF CERTAIN SEWER SYSTEM FACILITIES AND
ASSIGNMENT OF SEWER FACILITIES EASEMENTS
OFFERED BY CORNING HOSPITAL APPROVED

**IN THE MATTER OF THE APPLICATION OF CORNING HOSPITAL
TO DEDICATE SEWER SYSTEM FACILITIES AND
ASSIGN SEWER FACILITIES EASEMENTS
TO THE TOWN OF BIG FLATS**

Resolution by: Adams
Seconded by: Saglibene

WHEREAS Upon reading and filing the Application and also the Dedication and Release of Corning Hospital, both dated and acknowledged January 18, 2015, which seek to dedicate and release the installed and constructed sewer system facilities and the

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RESOLUTION NO. 72-15, ACCEPTANCE OF CERTAIN SEWER SYSTEM
FACILITIES AND ASSIGNMENT OF SEWER FACILITIES EASEMENTS
OFFERED BY CORNING HOSPITAL APPROVED continued

necessary sewer system facilities easements as described in the application and as shown superimposed upon the relevant portions of the Engineering Drawings, Permits, Plans, and Easements as follows:

- Corning Hospital Sewer System Engineering Drawings, Town of Corning, Steuben County and Town of Big Flats, Chemung County, Record Set dated April 24, 2014, prepared by Hunt Engineers, Architects, and Surveyors, Project No. 1609-039.
- NYS DOT Highway Work Permit Nos. 20130640050, dated November 14, 2013, issued to Guthrie Healthcare System-Corning Hospital, Permittee.
- NYS Department of Environmental Conservation Approval dated May 17, 2013.
- Perpetual Right of Way and Easement dated October 13, 2013, by United States of America, as Grantor to Assignor, which Easement was recorded in the Office of the Chemung County Clerk, on October 21, 2013, Instrument Number - 201324945;
- Perpetual Right of Way and Easement dated October 11, 2013, by Robert L. Andrew, Jr., Ellen Catherine McCloskey, Margaret Jean Giragosian, and Mary Louise Evans, as Grantors to Assignor, which Easement was recorded in the Office of the Chemung County Clerk, on October 21, 2013, Instrument Number - 201324950;
- Perpetual Right of Way and Easement dated September 20, 2013, by Gordon Gardner, Jr., and Sharon Gardner, as Grantors to Assignor, which Easement was recorded in the Office of the Chemung County Clerk, on October 21, 2013, Instrument Number - 201324954;
- Perpetual Right of Way and Easement dated October 11, 2013, by Daniel C. Squires, David L. Squires, David W. Squires, and Mark C. Squires, as Grantors to Assignor, which Easement was recorded in the Office of the

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FACILITIES AND ASSIGNMENT OF SEWER FACILITIES EASEMENTS
OFFERED BY CORNING HOSPITAL APPROVED continued

Chemung County Clerk, on October 21, 2013, Instrument Number -
201324947;

- Perpetual Right of Way and Easement dated October 11, 2013, by
Timothy Doane and Frederick E. Wahl, as Grantors to Assignor, which
Easement was recorded in the Office of the Chemung County Clerk, on
October 21, 2013, Instrument Number – 201324952.

BE IT THEREFORE RESOLVED that the sewer system facilities and sewer
facilities easements referred to in the Application and the Dedication and Release be
accepted by the Town of Big Flats on behalf of and for the benefit of the Town of Big
Flats Sewer District.

Dated: FEBRUARY 11, 2015 and authorize the Town Supervisor to sign this agreement.

Town Board of the Town of
Big Flats, County of Chemung,
New York State

By: _____
Supervisor

CARRIED: AYES: Gillette, Adams, Saglibene, Fairbrother
NAYS: None ABSENT: Giammichele

Since there was no further business for the Sewer Board, Supervisor Fairbrother closed
the Sewer Board meeting at 4:36 p.m.

Supervisor Fairbrother opened the Town Board Meeting at 4:37 p.m.

CONCERNS OF THE PEOPLE – Phil Meyers 106 Hillview, asked if the Town would be
having a farmers market this year. Supervisor Fairbrother replied no, but he is looking
into the Historical Society possibly being interested in helping with one.

Chelsey Robertson from STC (Southern Tier Central Planning) spoke to the board
regarding some simple changes in the RCD Zone (Recreation Conservation District), in
the fly over Zone.

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REPORTS

Supervisor Fairbrother stated the following reports for January 2015 have been received and are on file in the office of the Town Clerk:

Town Clerk's Monthly Report, Supervisor's Fund Balance Monthly Report for December 2014 and January 2015, Youth Department Monthly Report, Department of Public Works Monthly Report, Assessor's Monthly Report, Code and Planning Department Monthly Report, Community Center Monthly Report.

NEW BUSINESS

RESOLUTION NO. 73-15 PUBLIC HEARING ON FEBRUARY 25, 2015 FOR THE CONSERVATION DISTRICT/ZONING MAP AMENDMENT SET

Resolution by: Gillette

Seconded by: Adams

WHEREAS the Town of Big Flats Planning Board has recommended a Zoning Map Amendment through Resolution P-2015-3, and

WHEREAS the Town of Big Flats Department of Planning Staff have reviewed the area in question and found reasonable facts to support a Zoning Map Amendment, and

WHEREAS a draft map dated February 4, 2015 showing the proposed amendment has been drafted, and

WHEREAS Town of Big Flats Municipal Code 17.68.010 provides the Town of Big Flats Town Board an avenue to proceed with a Zoning Amendment, and

WHEREAS Town of Big Flats Municipal Code 17.68 also permits the Town of Big Flats Planning Board to recommend amending the requirements and districts established in the BFZL, now

BE IT THEREFORE RESOLVED the Town Board sets a Public Hearing for February 25, 2015 at 7:05 p.m. on the Zoning Map Amendment.

CARRIED: AYES: Gillette, Adams, Saglibene, Fairbrother
NAYS: None ABSENT: Giammichele

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RESOLUTION NO.74-15

CYBER SECURITY CITIZEN NOTIFICATION POLICY, TOWN OF BIG FLATS
COMPUTER USE POLICY, TOWN OF BIG FLATS INFORMATION
TECHNOLOGY DISASTER RECOVERY POLICY PLAN, BIG FLATS POLICY ON
MANAGING PERSONAL, PRIVATE OR SENSITIVE INFORMATION AND TOWN
OF BIG FLATS PASSWORD POLICY APPROVED

Resolution by: Saglibene

Seconded by: Gillette

WHEREAS the Town of Big Flats has obtained Cyber Insurance from Haylor, Freyer and Coon Inc. for the protection of the town's cyber exposure, and

WHEREAS the Insurance underwriters require that the Town of Big Flats maintain the Cyber Security Citizen Notification Policy, Town of Big Flats Computer Use Policy, Town of Big Flats Information technology Disaster Recovery Policy Plan, Town of Big Flats Policy on Managing Personal, Private or Sensitive Information and Town of Big Flats Password Policy, and

WHEREAS for environmental review purposes, interpreting an existing code, and adoption of regulations, policies, or procedures and local legislative decisions are Type II action in accordance with SEQRA 6 NYCRR, Part 617.5 (c) (20) and as such no further action is necessary regarding the same, now

THEREFORE BE IT RESOLVED the Town Board approves all the Cyber Policies, to take affect 2/11/2015 and that these polices be made available to all town employees and be reviewed each year going forward.

CARRIED: AYES: Gillette, Adams, Saglibene, Fairbrother

NAYS: None

ABSENT: Giammichele

RESOLUTION NO. 75-15
BUDGET TRANSFERS APPROVED

Resolution by: Adams

Seconded by: Saglibene

WHEREAS a memorandum was received from the Bookkeeper, dated February 5, 2015, requesting to authorize the following budget transfers due to an end of year adjustment made for dental insurance payments made through the self-funded plan for 2014; and

WHEREAS for environmental review purposes, administration is a Type II action in accordance with SEQRA 6 NYCRR, Part 617.5 (c) (20) and as such further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board authorizes the Bookkeeper to fulfill the following budget transfers:

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RESOLUTION NO. 75-15, BUDGET TRANSFERS APPROVED continued

Highway Fund

To: Hosp. & Medical Ins- D.9060.0800	3,660.00	
From: Social Security—D.9030.0800		3,660.00

Water Districts

To: Hosp. & Medical Ins-.S3.9060.0800	127.00	
From: Administration –CE-S3.8310.0400		127.00

To: Hosp. & Medical Ins-.S4.9060.0800	45.72	
From: Administration –CE-S4.8310.0400		45.72

CARRIED: AYES: Gillette, Adams, Saglibene, Fairbrother
NAYS: None ABSENT: Giammichele

RESOLUTION NO. 76-15
FEBRUARY 11, 2015 COMMUNICATION LOG APPROVED

Resolution by: Gillette
Seconded by: Saglibene

BE IT RESOLVED that the following communications were received, accepted and filed by the Town Clerk of the Town of Big Flats and referred to the appropriate Department Head for information and/or action:

February, 4 2015

Time Warner Cable – RE: February 4, 2015 Programming Notice Changes Referred to: Town Board, and filed with Town Clerk.

CARRIED: AYES: Gillette, Adams, Saglibene, Fairbrother
NAYS: None ABSENT: Giammichele

RESOLUTION NO.77-15
EMPIRE ACCESS FOR PHONE, INTERNET AND VIDEO SERVICES
AGREEMENT APPROVED

Resolution by: Adams
Seconded by: Saglibene

WHEREAS the Town of Big Flats phone service contract is due April 1st 2015, and

WHEREAS Empire Access is extending service to the Town Hall with Fiber networking, and

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RESOLUTION NO.77-15, EMPIRE ACCESS FOR PHONE, INTERNET AND VIDEO SERVICES AGREEMENT APPROVED continued

WHEREAS the Town of Big Flats will see a savings of \$9,968.40 over the next three years, with higher speed networking, and

WHEREAS for environmental review purposes, interpreting an existing code, and adoption of regulations, policies, or procedures and local legislative decisions are Type II action in accordance with SEQRA 6 NYCRR, Part 617.5 (c) (20) and as such no further action is necessary regarding the same, now

THEREFORE BE IT RESOLVED that the Town Board authorizes the Town Supervisor to enter into an agreement with Empire Access for phone, internet and video services for the next three years ending 12/31/2017.

CARRIED: AYES: Gillette, Adams, Saglibene, Fairbrother

NAYS: None

ABSENT: Giammichele

RESOLUTION NO.78-15
ATTENDANCE TO THE 2015 NYS TOWN CLERKS ASSOCIATION
CONFERENCE (NYSTCA) APPROVED

Resolution by: Saglibene

Seconded by: Gillette

WHEREAS the New York State Town Clerks Association, Inc. (NYSTCA) conference is a training conference for the office of the Town Clerk, and

WHEREAS said conference is held annually with representatives from New York State offices offering sessions for updates regarding new and proposed regulations that effect the daily operations of the office of the Town Clerk, and

WHEREAS Deanne Williams, former Deputy Town Clerk will provide office coverage during the absence of the Town Clerk and Deputy Town Clerk, and

WHEREAS for environmental review, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5 (c) (19) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board authorizes Linda Cross, Town Clerk and Tammy Stein, Deputy Town Clerk, to attend the annual New York State Town Clerks Association Conference held April 26 – April 29, 2015, with expenses not-to-exceed \$1,300.00, and all appropriate expenses to be paid from the appropriate budgets.

CARRIED: AYES: Gillette, Adams, Saglibene, Fairbrother

NAYS: None

ABSENT: Giammichele

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Supervisor Fairbrother also Reported on:

- Town newspaper – Will be going to press in the next two weeks
- Interview with WETM
- 2014 Financial Statements unaudited
- Comprehensive Plan Revision and I-86 Project
- Supervisor Fund Balance report
- Highway Additional roads
- Handbook
- Shared Services Assessing, Water, Payroll March 11th meeting at 4PM
- AOT meeting in NYC
- Trucks for water Monday
- Software update Andy
- Tablets Ed
- State Aid for the Southern Tier
- LED Signage Mike
- Osprey Nest project – Jason Drapikowski Troop 3097
- Update on Fiber, Empire Flyers available at the Town Hall
- Abatements from IDA
- Aged Friendly Community – We will be honored May 10th, by AARP and the federal government which will be honored as a age friendly community which will open us with some grant
- New programs at the Community Center:
 - Best Buy – classes 1 hour to help residents with question only about iPad, cellphones, computers, TV's.
 - Arnot Hospital – intern's from Two Lane University to help people with questions regarding Diabetes, High Blood Pressure, How to cook better, How to live life better, regarding programs with 10-15 people in groups. They do all the advertising.
- High Hope Church- Broke ground, and hoping to get a pavilion up and getting things moving this year, and start the church in 2017 they were asking what they can do for the community.

Councilmen Adam stated he was approached by several people at the Community Center committee meeting, regarding what a good job the Town and County are doing with the snow removal and how they responded with the storms. A lot of positive feedback.

Supervisor Fairbrother mentioned setting up a meeting with Lavern Phelps, Supervisor from the Town of Catlin regarding helping the Town of Catlin with some water projects.

Supervisor Fairbrother also mention that our Water Supervisor, Shawn Crater will be working with the Town of Corning regarding shared water services.

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Supervisor Fairbrother stated it has been an excellent year, I thank the people who work in this Town, I have the greatest group of people you could ever ask for, and great Town Board. That's what make this work. Thank you all.

Councilperson Gillette made a motion, seconded by Councilperson Adams to adjourn the Town Board meeting at 6:00 p.m. All in favor, motion carried.

Date approved: _____ Linda Cross
Town Clerk